

CORNWALL-LEBANON SCHOOL DISTRICT

105 E. Evergreen Road
Lebanon, PA 17042

EXCUSAL FROM ATTENDANCE
(TRIP OF EDUCATIONAL VALUE)

Date _____

It is desired that the following pupil(s) be excused from school attendance so that they may participate in a trip of educational value:

| Name | Grade/Teacher | Building |
|-------------|----------------------|-----------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |

{Please submit a separate form to each building.}

Dates for which excusal is requested: _____

Describe the trip to be taken and its educational value: _____

_____ If other than parent or guardian, what adult(s) will accompany the pupil(s) on this trip?

It is understood that the student(s) will, on their own time, be responsible for making up the work missed to the satisfaction of the teacher.

*It is understood that Parent or Guardian has reviewed the orders from the Pennsylvania Secretary of Health that outlines considerations for travelers as a result of COVID-19. The approval of each trip assumes that each parent or guardian accepts the responsibility to travel consistent with the order dated, **November 17, 2020 and amended November 25, 2020.**

Parent or Guardian

Address

Approved ☐ Disapproved ☐

Date _____

Principal _____

(Guidelines on reverse)

PERMISSION REQUEST FOR EDUCATIONAL TRAVEL (GUIDELINES)

State Regulations – School Attendance

Commonwealth of Pennsylvania regulations permit educational tours or trips sponsored by persons or groups other than school agencies. Provisions of the regulations provide that a student may be excused from school attendance for an educational tour or trip upon receipt of written request from the parents of the students involved.

Local District Guidelines

1. Written requests must be submitted five (5) school days before departure date.
2. Written requests must be approved by the building principal.
3. Approval will be based on attendance records, previous requests, frequency of such requests and the trip's educational value.
4. School work may be provided prior to departure, depending on availability of resources and sufficient time for the teacher to prepare assignments.
5. Make-up work must be completed within a reasonable period of time. The length of time given to complete make-up work will be determined by each teacher and will be based on the duration of absence.

State Regulations – COVID-19

By Order issued November 17, 2020, and amended November 25, 2020, the Wolf administration is requiring that travelers over age 11 entering Pennsylvania from locations outside the Commonwealth, including Pennsylvanians who are returning home from locations outside the Commonwealth, produce evidence of a negative COVID-19 test within 72 hours prior to entering the Commonwealth or place themselves in travel quarantine for 14 days upon entering.

[Link - COVID-19 Information for Travelers](#)